




County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://cao.co.la.ca.us>

DAVID E. JANSSEN
Chief Administrative Officer

February 13, 2004

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Yvonne Brathwaite Burke
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

From: David E. Janssen 
Chief Administrative Officer

Board of Supervisors
GLORIA MOLINA
First District

YVONNE BRATHWAITE BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

QUARTERLY REPORT ON APPROVED CONTRACTS UNDER CAO DELEGATED AUTHORITY

At the Board of Supervisors meeting held July 28, 1992, the Chief Administrative Officer was instructed to report to the Board on approved contracts under the CAO's delegated contracting authority. In keeping with that practice, attached is the report for October 1, 2003 through December 31, 2003.

If you have any questions regarding this matter, or require additional information, please contact me, or your staff may contact Jacqueline White of my staff at (213) 974-1155.

DEJ:DIL
JW:AHW:vyg

Attachment

c: Executive Officer, Board of Supervisors
County Counsel

**APPROVED CONTRACTS UNDER THE CHIEF ADMINISTRATIVE OFFICER'S DELEGATED CONTRACTING AUTHORITY
OCTOBER 1, 2003 THROUGH DECEMBER 31, 2003**

CAO APPROVAL	AMOUNT OF CONTRACT/AMENDMENT	CONTRACT TERM	CONSULTANT/ CONTRACTOR	DESCRIPTION
07/28/03*	\$100,000 Maximum, plus normal administrative expenses Amendment #1	03/21/03 – 12/31/03 Amendment #1	McDermott Consulting, Inc.	To assist the County's Chief Administrative Office (CAO) and Department of Health Services (DHS) in devising and implementing strategic communication strategies and plans of outreach, regarding the County's budget and DHS' budget. Original contract amended to include additional scope of work of assisting the Chief Administrative Officer, upon his direction, in devising and implementing communication strategies, plans and issues affecting Los Angeles County government.
09/30/03*	\$500,000 Maximum (increase of \$120,000) Amendment #5	03/01/02 – 12/31/03 Amendment #5	Gafcon, Inc.	To perform as an Owner's Representative on the Hall of Justice project, including advising the County with regards to all aspects of the design-build process and possible alternative delivery methods. Contract was amended to extend the term from 09/30/03 to 12/31/03, and to increase compensation accordingly.
10/05/03	\$500,000 Maximum	10/15/03 – 10/14/04	Los Angeles Economic Development Corporation	To support the marketing and promotion efforts for the Los Angeles County region.
10/15/03	\$5,000 per month, plus reasonable expenses not to exceed \$4,500 over the term of the agreement Amendment #6	11/01/03 – 10/31/04 Amendment #6	The Margolin Group, Inc.	To provide the County with federal and State legislative advocacy services. Original contract amended for inclusion of a special assignment to assist the County's Chief Administrative Officer and Director of Health Services in maintaining the Save California Trauma Centers coalition, the purpose of which is to pursue State legislation to stabilize funding for California trauma centers.
10/22/03	\$30,000 Maximum	10/23/04 – 12/31/04	Nadel Architects, Inc.	To provide environmental consulting services and Federal Emergency Management Agency (FEMA) comparative analysis in support of the rehabilitation of the Hall of Justice project.
10/30/03	\$157,500 Maximum Amendment #1	11/01/02 – 06/30/04 Amendment #1	Metropolitan West Financial and Strategic Services, LLC	To provide consulting services relating to the State budget, fiscal and tax issues, and State mandated programs through the duration of the 2003 legislative session. Original contract was amended to extend the term from 10/31/03 to 06/30/04 and to extend the consulting services through the duration of the 2004 legislative session.
11/04/03	\$90,000 Maximum	11/05/03 – 12/31/04	Impact Sciences, Inc.	To provide environmental consulting services in support of the rehabilitation of the Hall of Justice project.
11/05/03	\$40,000 Maximum	11/05/03 – 6/30/04	International Visitors Council of Los Angeles	To increase the County's international visibility by marketing and promoting the County's programs and accomplishments to world leaders, per Board motion on 09/15/98.

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OCTOBER 1, 2003 THROUGH DECEMBER 31, 2003**

CAO APPROVAL	AMOUNT OF CONTRACT/AMENDMENT	CONTRACT TERM	CONSULTANT/ CONTRACTOR	DESCRIPTION
11/25/03	\$7,725 per month, plus reasonable out-of-pocket expenses incurred over the term of the agreement	12/01/03 – 11/30/04	The Veloz Consulting Group	To provide specialized administrative consulting services in support of the Plaza de Cultura y Arte Project (previously referred to as the El Pueblo Restoration Project).
12/15/03	\$51,569.25 Maximum (increase of \$1,300) Amendment #1	09/03/03 – 12/31/04 Amendment #1	Sapphos Environmental, Inc.	To provide environmental consulting services in support of the Walt Disney Concert Hall. Original contract amended to revise the statement of work/deliverables to include additional glare and light analysis, and to increase compensation accordingly.
12/19/03	\$210,000 Maximum (increase of \$50,000) Amendment #4	09/19/01 – 12/31/04 Amendment #4	Keyser Marston Associates, Inc.	To provide the Chief Administrative Office's (CAO) Financial Asset and Management Branch (FAMB) with real estate consulting services and selected financial analyses related to the Hall of Justice renovation. Contract was amended to extend the term from 12/31/03 to 12/31/04, and to increase compensation accordingly.
12/19/03	\$169,000 Maximum (increase of \$25,000) Amendment #3	09/19/01 – 12/31/04 Amendment #3	Allan D. Kotin & Associates	To provide the CAO's FAMB with real estate consulting services and selected financial analyses related to various Capital Projects. Contract was amended to extend the term from 12/31/03 to 12/31/04, and to increase compensation accordingly.
12/19/03	\$1,125,000 Maximum Amendment #2	09/20/01 – 12/31/04 Amendment #2	Munger, Tolles & Olson, LLP	To provide the CAO's FAMB with real estate and legal assistance in the evaluation and negotiation of lease extensions and new leases within Marina del Rey. Contract was amended to extend the term from 12/30/03 to 12/31/04.
12/23/03	\$500,000 Maximum Amendment #6	03/01/02 – 06/30/04 Amendment #6	Gafcon, Inc.	To perform as an Owner's Representative on the Hall of Justice project, including advising the County with regards to all aspects of the design-build process and possible alternative delivery methods. Contract was amended to extend the term from 12/31/03 to 06/30/04.
12/24/03	\$653,400 Maximum	12/24/03 – 08/31/04	The Camden Group	To provide outside expertise and assistance in restructuring the nursing administration and operations at the King/Drew Medical Center.
12/29/03	\$163,000 Maximum Amendment #4	05/17/02 – 03/31/04 Amendment #4	Altmayer Consulting, Inc.	To assist in the development of the Los Angeles County Report Card. Contractor will assist in identification of community indicators and departmental performance measures in areas of economics, environment, social well-being, recreational and cultural impacts areas, and will pursue other performance measurement efforts. Contract was amended to extend term from 12/31/03 to 03/31/04.

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OCTOBER 1, 2003 THROUGH DECEMBER 31, 2003**

CAO APPROVAL	AMOUNT OF CONTRACT/AMENDMENT	CONTRACT TERM	CONSULTANT/ CONTRACTOR	DESCRIPTION
12/29/03	\$100,000 Maximum, plus normal administrative expenses Amendment #2	03/21/03 – 12/31/04 Amendment #2	McDermott Consulting, Inc.	To assist the County's CAO and DHS in devising and implementing strategic communication strategies and plans of outreach, regarding the County's budget and DHS' budget. Contract amended to extend term from 12/31/03 to 12/31/04 and to amend the statement of work/deliverables to include assisting the Registrar-Recorder/County Clerk in devising and implementing communication strategies and plans for public outreach and education related to the County's new voting system.
12/30/03	\$287,500 Maximum (increase of \$130,000) Amendment #2	10/31/02 – 06/30/04 Amendment #2	Metropolitan West Financial and Strategic Services, LLC	To provide consulting services relating to the State budget, fiscal and tax issues, and State mandated programs through the duration of the 2004 legislative session. Contract amended to increase compensation for additional workload and to assign all duties, obligations and responsibilities from the Contractor to the Gould Group, effective January 2, 2004 through the term of the agreement.

* Agreement forwarded to CAO-Budget Services subsequent to the completion of the first quarter report (07/01/03 – 09/30/03).